

U.S. House of Representatives  
Committee on Ethics

2014 JAN 31 PM 4: 59

MEMBER / OFFICER POST-TRAVEL DISCLOSURE FORM OFFICE OF THE CLERK OF THE HOUSE OF REPRESENTATIVES

This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with House Rule 25, clause 5, you must **complete this form and file it with the Clerk of the House, B-106 Cannon House Office Building, within 15 days after travel is completed.** Please do not file this form with the Committee on Ethics.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

1. Name of Traveler: Sheila Jackson Lee
2. a. Name of accompanying relative: Erica Lee or None ☐  
b. Relationship to Traveler: ☐ Spouse ☒ Child ☐ Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 01/17/2014 Return: 01/19/2014  
b. Dates at personal expense: \_\_\_\_\_ or None ☒
4. Departure city: Houston, TX Destination: Nashville, TN Return city: Houston, TX
5. Sponsor(s) (who paid for the trip): Center City Production
6. Describe meetings and events attended (attach additional pages if necessary): The Congresswoman  
is receiving the 2014 Thomas A. Lorsey Notable Achievement Award.
7. Attached to this form are EACH of the following (*signify that each item is attached by checking the corresponding box*):  
a. ☒ a completed Sponsor Post-Travel Disclosure Form;  
b. ☒ the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;  
c. ☒ page 2 of the completed Traveler Form submitted by the Member or officer; **and**  
d. ☒ the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*): ☒  
b. If not, explain: \_\_\_\_\_

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses on the attached Sponsor Post-Travel Disclosure Form were necessary and that the travel was in connection with my duties as a Member or officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER:

Sheila Jackson Lee

DATE: 01/30/2014

U.S. House of Representatives  
Committee on Ethics

## SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. ***A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 10 days of their return.*** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

1. Sponsor(s) (who paid for the trip): Central City Productions
2. Travel Destination(s): Nashville, TN
3. Date of Departure: 1/17/14 Date of Return: 1/19/14
4. Name(s) of Traveler(s): Shelia Jackson Lee and Erica Lee  
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$897.00	\$371.50	n/a	
Accompanying Relative	\$669.00	\$371.50	n/a	

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. (Signify statement is true by checking box): ☒

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Erma Davis

Name: Erma Davis

Title: President and COO

Organization: Central City Productions

I am an officer of the above-named organization (signify statement is true by checking box): ☒

Address: 212 E. Ohio Suite 300 Chicago, IL 60611

Telephone number: (312) 654-1110

Email Address: erma@ccptv.com

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at (202) 225-7103.

**U.S. House of Representatives  
Committee on Ethics**

**TRAVELER FORM**

1. Name of Traveler: Sheila Jackson Lee
2. Sponsor(s) (who will be paying for the trip): Center City Productions
3. Travel destination(s): Nashville, TN
4. a. Date of departure Jan. 17, 2014 Date of return: Jan. 19, 2014  
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No  
If yes, dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a relative at the sponsor's expense? ☒ Yes ☐ No  
b. If yes:  
(1) Name of accompanying relative: Erica Lee  
(2) Relationship to traveler: ☐ Spouse ☒ Child ☐ Other (specify): \_\_\_\_\_  
(3) Accompanying relative is at least 18 years of age: ☒ Yes ☐ No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (*i.e.*, travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? ☐ Yes ☒ No  
b. If yes, explain why the second night of lodging is warranted:  
\_\_\_\_\_  
\_\_\_\_\_
7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: ☒ Yes ☐ No  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.  
The Congresswoman is being awarded the Thomas A. Dorsey Most Notable Achievement Award during the 2014 Stellar Gospel Awards Ceremony.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip? ☐ Yes ☒ No

10. **FOR STAFF TRAVELERS:**

**TO BE COMPLETED BY YOUR EMPLOYING MEMBER:**

**ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL**

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 12/19/2013

Sheila Jackson Lee  
Signature of Employing Member

U.S. House of Representatives  
Committee on Ethics

**PRIMARY TRIP SPONSOR FORM**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form at least 30 days before the start date of the trip. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. Sponsor (who will be paying for the trip): \_\_\_\_\_  
Center City Production
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box): ☒
3. *Check only one:* I represent that:
  - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip ☒ *or*
  - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds ☐ *or*
  - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☐If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):  
Congresswoman Shelia Jackson Lee, Honoree at the 2014 Stellar Awards, Receiving the Thomas A. Morsey Most Notable Achievement Award
5. Is travel being offered to an accompanying relative of the House invitee(s)? ☐ Yes ☒ No
6. Date of departure: 1/17/14 Date of return: 1/19/14
7.
  - a. City of departure: Washington, DC
  - b. Destination(s): Nashville, TN
  - c. City of return: Washington, DC
8. I represent that (check one of the following):
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ *or*
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☒ *or*
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
9. Check one of the following:
  - a. I checked 8(a) or (b) above: ☒
  - b. I checked 8(c) above but am not offering any lodging: ☐
  - c. I checked 8(c) above and am offering lodging and meals for one night: ☐ *or*
  - d. I checked 8(c) above and am offering lodging and meals for two nights: ☐If "d" is checked, explain why the second night of lodging is warranted: \_\_\_\_\_

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box): ☐
11. Check one:
- I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): ☒ or
  - N/A – trip sponsor is a U.S. institution of higher education. ☐
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
- The trip is for the 2014 Stellar Gospel Awards. Congresswoman Shelia Jackson Lee is being honored with the Thomas A Dorsey Most Notable Achievement Award.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
13. Answer parts a and b. Answer part c if necessary:
- Mode of travel: Air ☒ Rail ☐ Bus ☐ Car ☒ Other ☐ (Specify: \_\_\_\_\_)
  - Class of travel: Coach ☒ Business ☐ First ☒ Charter ☐ Other ☐ (Specify: \_\_\_\_\_)
  - If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:  
Production is providing one first class r/t ticket, one coach r/t ticket, production is also providing 2 KING rooms for 2 nights at host hotel, ground transpo in Nashville(to/from airport,hotel,venue)
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify that the statement is true by checking box): ☒
15. I represent that either (check one of the following):
- The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☒ or
  - The trip involves events that are arranged specifically with regard to congressional participation: ☐
- If "b" is checked:
- Detail the cost per day of meals (approximate cost may be provided): \_\_\_\_\_
  - Provide reason for selecting the location of the event or trip: \_\_\_\_\_
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- |                          |                                      |       |           |                 |       |
|--------------------------|--------------------------------------|-------|-----------|-----------------|-------|
| Hotel name:              | Hutton Hotel                         | City: | Nashville | Cost per night: | _____ |
| Reason(s) for selecting: | hotel provided by production company |       |           |                 |       |
| Hotel name:              | _____                                | City: | _____     | Cost per night: | _____ |
| Reason(s) for selecting: | _____                                |       |           |                 |       |
| Hotel name:              | _____                                | City: | _____     | Cost per night: | _____ |
| Reason(s) for selecting: | _____                                |       |           |                 |       |

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box): ☒

18. EXPENSES FOR EACH PARTICIPANT:

<input checked="" type="checkbox"/> Actual amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good faith estimates			
For each Member, Officer, or employee			n/a
For each accompanying relative			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying relative		

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

19. I am one:

☒ I certify that I am an officer of the organization listed below. ☐ or  
☐ — sponsor is an individual or a U.S. institution of higher education. ☐

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☒

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:

Erma Davis  
Erma Davis ERMA

Title: President and COO

Organization: Central City Productions

Address: 212 E. Ohio Suite 300 Chicago, IL 60611

Phone number: (312) 654-1100

E-mail address: erma@ccptv.com

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics  
 U.S. House of Representatives  
 Longworth House Office Building  
 Washington, DC 20515  
 (202) 225-7103 (phone)  
 (202) 225-7392 (general fax)

Revised June 4 2013 by Committee on Ethics



U.S. House of Representatives  
Committee on Ethics

**PRIMARY TRIP SPONSOR FORM**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form at least 30 days before the start date of the trip. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. Sponsor (who will be paying for the trip): Center City Production
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box): ☒
3. Check only one: I represent that:
  - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip ☒ or
  - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds ☐ or
  - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☐If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):  
Congresswoman Shelia Jackson Lee, Honoree at the 2014 Stellar Awards. Receiving the Thomas A. Dorsey Most Notable Achievement Award
5. Is travel being offered to an accompanying relative of the House invitee(s)? ☐ Yes ☒ No
6. Date of departure: 1/17/14 Date of return: 1/19/14
7. a. City of departure: Washington, DC  
b. Destination(s): Nashville, TN  
c. City of return: Houston, TX
8. I represent that (check one of the following):
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☒ or
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
9. Check one of the following:
  - a. I checked 8(a) or (b) above: ☒
  - b. I checked 8(c) above but am not offering any lodging: ☐
  - c. I checked 8(c) above and am offering lodging and meals for one night: ☐ or
  - d. I checked 8(c) above and am offering lodging and meals for two nights: ☐If "d" is checked, explain why the second night of lodging is warranted: \_\_\_\_\_

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box): ☐
11. Check one:
- I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): ☒ or
  - N/A – trip sponsor is a U.S. institution of higher education. ☐
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
- This trip is for the 2014 Stellar Gospel Awards. Congresswoman Shelia Jackson Lee is being honored with the Thomas A Dorsey Most Notable Achievement Award.
13. Answer parts a and b. Answer part c if necessary.
- Mode of travel: Air ☒ Rail ☐ Bus ☐ Car ☒ Other ☐ (Specify: \_\_\_\_\_)
  - Class of travel: Coach ☒ Business ☐ First ☒ Charter ☐ Other ☐ (Specify: \_\_\_\_\_)
  - If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:  
production is providing two coach r/t ticket. production is also providing 2 KING rooms for 2 nights at host hotel, ground transpo in Nashville(to/from airport.hotel.venue)
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify that the statement is true by checking box): ☒
15. I represent that either (check one of the following):
- The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☒ or
  - The trip involves events that are arranged specifically *with regard* to congressional participation: ☐
- If "b" is checked:
- Detail the cost per day of meals (approximate cost may be provided): \_\_\_\_\_
  - Provide reason for selecting the location of the event or trip: \_\_\_\_\_
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel name: Hutton Hotel City: Nashville Cost per night: \_\_\_\_\_
- Reason(s) for selecting: hotel provided by production company
- Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_
- Reason(s) for selecting: \_\_\_\_\_
- Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_
- Reason(s) for selecting: \_\_\_\_\_



17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box): ☒

18. EXPENSES FOR EACH PARTICIPANT:

Actual amounts Good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	Approximation \$1000/ Ticket R/T	Hotel Approx \$18/ person for two night stay.	n/a
For each accompanying relative			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
Each Member, Officer, or employee		
Each accompanying relative		

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

19. I certify that I am an officer of the organization listed below. ☐ or  
 sponsor is an individual or a U.S. institution of higher education. ☐
20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☒
21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Erma Davis  
 Printed Name: Erma Davis ERMA  
 Title: President and COO

Organization: Central City Productions  
 Address: 212 E. Ohio Suite 300 Chicago, IL 60611  
 Telephone number: (312) 654-1100  
 E-mail address: erma@ccptv.com

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics  
 U.S. House of Representatives  
 Longworth House Office Building  
 Washington, DC 20515  
 (202) 5-7103 (phone)  
 (202) 5-7392 (general fax)

K. Michael Conaway, Texas  
*Chairman*  
Linda T. Sánchez, California  
*Ranking Member*

Charles W. Dent, Pennsylvania  
Patrick Meehan, Pennsylvania  
Trey Gowdy, South Carolina  
Susan W. Brooks, Indiana

Pedro R. Pierluisi, Puerto Rico  
Michael E. Capuano, Massachusetts  
Yvette D. Clarke, New York  
Ted Deutch, Florida



ONE HUNDRED THIRTEENTH CONGRESS

## U.S. House of Representatives

### COMMITTEE ON ETHICS

January 13, 2014

Thomas A. Rust  
*Interim Staff Director and Chief Counsel*

Joanne White  
*Administrative Staff Director*

Jackie M. Barber  
*Counsel to the Chairman*

Daniel J. Taylor  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

The Honorable Sheila Jackson Lee  
U.S. House of Representatives  
2160 Rayburn House Office Building  
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your and your child's proposed trip to Nashville, Tennessee, scheduled for January 17 to 19, 2014, sponsored by Central City Productions.

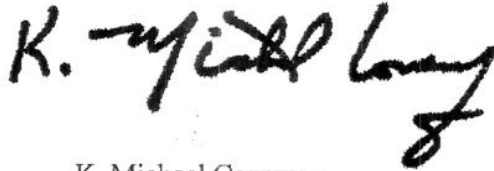
Committee travel regulations require that, for any trip leaving on or after April 1, 2013, you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. We note that this is your second trip request that has failed to comply with that deadline. Despite your failure to do so in this instance, we are approving your current request. However, any future requests should adhere to the 30-day requirement.

You must complete a Member/Officer Post-Travel Disclosure Form and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip.

Pursuant to the Ethics in Government Act (EIGA), you may be required to report the travel and the Stellar Award on your annual Financial Disclosure Statement (FD). The EIGA requires you to report all privately-funded travel and certain gifts valued above a disclosure threshold set by the statute. For 2013, that level was \$350. It is due to be raised slightly effective January 1, 2014, but the new disclosure amount has not yet been released by the General Services Administration. We understand that the dollar value of the award statue you will be presented may exceed this disclosure level (as will your travel expenses) and therefore would need to be disclosed on your FD covering calendar year 2014. The new disclosure amount will be released by the Committee when it is available, and will be provided in the instructions issued for completing your 2014 FD.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Handwritten signature of K. Michael Conaway in black ink.

K. Michael Conaway  
Chairman

Handwritten signature of Linda T. Sanchez in black ink.

Linda T. Sanchez  
Ranking Member

KMC/LTS:kd



**Nashville Municipal Auditorium** 417 4th Ave N, Nashville, TN 37201  
**Show Date: Saturday, January 18, 2014**

Congresswoman Shelia Jackson Lee  
*Tentative schedule*

December 18, 2013

Welcome to the **29<sup>th</sup> Annual Stellar Gospel Music Awards!** We are **Extremely** excited to have **Congresswoman Shelia Jackson Lee** participate in this year's show. Below please find your Day of Show Rehearsal schedule as well as important contact information.

**Ground Transportation:**

Ground transportation has been reserved for your group to/from the airport and rehearsal/show. Our travel coordinator will contact you to arrange all ground logistics, as we get closer to show.

**Rehearsal and Show Schedule:**

**\*\*REHEARSAL IS MANDATORY\*\***

**Saturday, January 18, 2014 - SHOW DAY: DRESS REHEARSAL**

TBD - Call Time for Congresswoman Shelia Jackson Lee

TBD - DRESS REHEARSAL

**\*Congresswoman Lee will be released after Dress Rehearsal to prepare for show**

TBD - Red Carpet

TBD - LIVE to Tape: The 29<sup>th</sup> Annual Stellar Gospel Music Awards

**CONTACTS:**

**Talent Executive:** Deborah Byrd - 818.253.7472 (cell)

**Talent Manager:** Dolly Adams - 818.792.6533 (cell)

**Talent Coordinator:** Alexis Frank - 917.628.5851 (cell)